

Volume 5
Issue 4
January 2011

ADEM

Training & Exercise Newsletter

Preparedness Section

Arizona Division of Emergency Management
5636 E McDowell Road
Phoenix, AZ 85008
Phone (602) 464-6225
Fax (602) 464-6206
www.dem.azdema.gov/preparedness

Message from the Director, Training and Exercise

John Dirickson, (602) 464-6262
john.dirickson@azdema.gov

Welcome to the January 2011 newsletter. I want to start off this year by congratulating Della Kemp on receiving the DEMA Employee of the Quarter for the 3rd Quarter of 2010.

Additional congratulations go out to two of our instructors who have recently retired from their full time positions. Dave Lenox retired on January 5th from Pima County and Linda Mason announced her retirement for January 7th from Arizona Department of State Health.

We are looking forward to another busy year for our Training and Exercise Office. Please watch for information concerning our annual adjunct instructor workshops. As always it will be necessary to successfully complete the workshop requirements in order to maintain your status as an ADEM adjunct instructor.

-John

Inside This Issue

Message from the Editor	1
Special Announcements	1
Accounting and Finance	1
FEMA/ICS Training	2
FEMA Certificates Only/EMI/Schools/CERT TtT	2
Hazardous Materials/Homeland Security	2
State Exercise	3
Special Needs Populations Programs	3
Radiological Emergency Preparedness/State Plans	3
ADEM Web Corner	3
ADEM Instructor Authorization Workshop	3



Special Announcements

- **2011 Instructor Workshop!**

See page 3 for details.

- **Out-of-State Training Opportunities**

<http://www.dem.azdema.gov/preparedness/training/hs.html>

Accounting and Finance

Primary: Kathy Walker, (602) 464-6264 kathy.walker@azdema.gov
Assisting: Becky Scott, (602) 464-6225 becky.scott@azdema.gov



Happy New Year!!! Just a few reminders as we begin 2011.....

1. Travel claim link http://www.dem.azdema.gov/preparedness/docs/Instructor_Travel_Claim.doc
 - a. Please bookmark this link as it is the only version of the travel claim that will be accepted.
2. Itemized receipts are required for meals & lodging. No exceptions.
3. Reimbursement cannot / will not exceed published GAO reimbursement rates.
4. Contract & travel payments will come as separate payments and may come days apart from each other.
5. If you have signed up to receive automatic deposits you must let Becky or I know. GAO does not notify us which vendors have signed up and if we are not aware of the change then we cannot code your payment correctly for the Finance Department. Incorrect coding will cause you to receive a paper check.
6. Remember to keep your ProcureAZ account up to date with your current contact information.

I wish each of you a healthy, happy & prosperous 2011 and look forward to seeing you at our upcoming instructor workshops.

FEMA/ICS Training Programs

Della Kemp, (602) 464-6306
della.kemp@azdema.gov



Happy New Year!! I hope all of you enjoyed some time off with family and friends. The beginning of 2011 will be a busy time, but ready to take it all on.

In December I attended the All Hazards Incident Management Team Conference in Denver. I learned valuable information to bring back to Arizona and feel our training program for Position Specific courses is right on target and of high quality.

The *New* Instructor Applications are due to me no later than February 18th at 5:00pm. There are only select disciplines that we are looking to accept (G197, G290, G386 and ICS in *specific* counties). Any new instructor inquiries please contact me directly.

REMEMBER TO SIGN UP FOR A WORKSHOP in ERMA by 2/18/11! There are a total of 6 this year and placed throughout the state to better serve our cadre. See detailed information on the last page of this newsletter.

Also, don't forget to submit your training certificates for professional development. This is a requirement to keep your status current as an adjunct instructor.

FEMA Certificates Only Classes, MHEPS, CERT TtT Programs

Michelle Dennis, (602) 464-6252
michelle.dennis@azdema.gov



DEADLINE: Remember, you have until May 4, 2011 to get copies of training certificates into the ADEM T&E office. You are **REQUIRED** to attend and/or take 2 professional development courses in order to continue being an adjunct instructor. Thank you to those who have recently supplied your certificates. The deadline for registering for all ADEM adjunct instructor workshops is **Friday, February 18, 2011**.

Event Requests – our forms have changed! When submitting an event request please send it to the county training POC listed on the form. [<http://www.dem.azdema.gov/preparedness/training/eventrequest.html>]

Reminder: Instructors are NOT to change student/attendee statuses prior to the course. Please contact your training coordinator to change people from Waitlisted/Pending Agency Approval to an Enrolled status.

Eftychismenos O Kainourgios Chronos!

Hazardous Materials & Homeland Security Programs (ADEM Funded & Certificates Only)

Ron Kopcik, (602) 464-6210
ron.kopcik@azdema.gov



We just completed our first of three HazMat Technician Train-the-Trainer courses, and it was quite the success! This first one was held in Flagstaff Dec 14-16. We had 7 students, and although it was kind of a pilot course for us, I think all that attended received the benefits that were intended; which was to enhance current skills knowledge and abilities, provide continuity within the program when taught in different regions, and receive all instructor materials needed to teach the program. I want to thank Steve Storment and Steve Winiecki for facilitating the class, and I look forward to their feedback which, along with my own, will better serve our next two TtT classes in Tucson and Tempe.

I've also been working with Phoenix Fire Dept to get Arizona's Technical Rescue Technician program through FEMA's Course Review and Approval Process (or CRAP for short). It's been a grueling process lumbering through FEMA's CRAP, but we're nearing the finish line, and soon agencies will be able to resume TRT training (ideally by mid/late January). More to come! Happy Holidays!

State Exercise

Jan Lindner, (602) 464-6218
jan.lindner@azdema.gov



November and December were two very busy months. I had the opportunity to attend the L147 HSEEP TtT course at EMI. This was an excellent course. This actually was a true Train the Trainer Course. The curriculum focused on how to train the course material. It exceeded my expectations and I would encourage anyone who maybe interested in instructing the HSEEP course to attend.

We were also busy continuing planning for the March 1-3, 2011 PVNGS Federally Evaluated Ingestion Pathway Exercise. The 2011 Arizona Statewide Exercise Concept and Objective Meeting was held on December 8, 2010. The Planning Team members have a lot of work ahead but as in the past there is no challenge too big.

State Exercise

Nichole Fortson, (602) 464-6514
nichole.fortson@azdema.gov



This month I was able to participate in a tabletop Exercise conducted by ADHS. I learned a lot from observing a National Disaster Medical System Exercise.

I visited the SILC (Arizona Statewide Independent Living Council) facility and learned about the great services that they provide.

I look forward to being a plan team member for our upcoming PVNGS Exercise, 2011 Statewide Exercise and an ADHS Evacuation and Recovery conference. Have a great start to a New Year....

Special Needs Populations/State Exercise

Dan Varner, (602) 464-6444
dan.varner@azdema.gov



Here's to a productive and prosperous New Year for everyone. The Family reunification workgroup is forging on as planned. It looks as though we will finally put the information sharing during disasters discussion to an end and have an agreement. More to follow after our 24 January meeting. We have a MAG 108 Community Mass Care Class scheduled in Pima County at the EOC 13-14 January 2011. ADEM and State Independent Living Council (SILC) and EnAbleUS are holding an Emergency Management and Disability Conference 9-10 March 2011 at the SILC office 5025 East Washington. Phoenix AZ, more information to follow. County Emergency Managers and Public Health folks should plan on attending. There will be a \$150 registration fee.

ADEM Instructor Workshops

Della Kemp, (602) 464-6306
della.kemp@azdema.gov



REGISTRATION DEADLINE FOR ALL WORKSHOPS

FRIDAY, FEBRUARY 18, 2011

No late registrations will be accepted

March 23rd: Sierra Vista #1001188

March 30th: Yuma #1001189

April 6th: Kingman #1001190

April 20th: Show Low #1001191

April 27th: Flagstaff #1001192

May 11th: Gilbert #1001193

State Plans

Mariano Gonzalez, (602) 464-6327
mariano.gonzalez@azdema.gov



Old Dog - New Tricks?

Don't forget to encourage your students to take advantage of the many educational opportunities available through the ADEM Training Programs--it doesn't hurt to beat our own drum every once in a while. Speaking of--in 2010 I completed the APS and the PDS certificates. Even though I've been an EM in Arizona for almost 20 years, these classes HAVE improved the way I perform my duties. Have a great month!--Mariano